

Chief, Management Staff

Chief, O&M Staff (DD/I Area)

Work Report - Week Ending 4 January 1956

1. Project 5-73, OSI Reorganization. OSI has accepted our recommendations relative to revising the division and staff functional statements, and has issued them as an Office regulation. At the request of the O&M Staff the OSI planners are preparing a summary of statistical data to support the proposed T/O request.

2. Project 5-46, ELINT Study. Utilizing drafts prepared by this Staff, the CIA ELINT Staff Officer has brought up to date the proposed regulation, which will be coordinated with members of the ELINT Advisory Committee within a few days.

3. Project 5-62a, Industrial Register. No change.

4. Project 5-71, Map Library Regulation. Draft being revised by Chief, Geographic Research.

5. Project 5-72, Cartographic Regulation. Chief, Geographic Research, has accepted our recommendation that the regulation should reflect cartographic support available to the Agency rather than functions of the Cartography Division.

6. Project 6-20, Foreign Institutes. Report of findings in process of preparation for the eight files that have been examined; two more to be examined.

7. Project 6-21, Study of Agency Clipping Services Provided by OCR and DD/P. Unassigned.

8. Special Assistance to Offices.

a. At request of Executive Officer, OCR, assisted in evaluating suggestion re standard nomenclature for Russian Schools.

b. Assisted OCR Training officer on setting up personnel qualification records on McBee or E-Z Sort system.

*(assistance given
by FMB & M RW)*